<div align="center">

Nebraska Information Technology Commission
Technical Panel
Statewide Synchronous Video Network Work Group
May 28, 2003 Meeting
UNK Student Union Room 310

</div>

To Do's [Due Date: May 23, 2003]   *Underlined* name *denotes task group leader*

Develop structural options and responsibilities for "core sponsor"-<u>**Pat Hoffman,**</u> **Wayne Erickson, Wayne Fisher** (*This group will brainstorm several different options for what is termed, "core sponsor", "responsible for being the focal point to coordinate all of the activities associated with enhancement of services and interrelationships that will be critical for continued success."*)

Network(s) Inventory (Max Thacker & Tom Rolfes takes lead)-All
(*Each SSVWG member will take responsibility for responding to the network survey and making sure every education, telehealth, National Guard, and state agency video network is represented and described in the inventory.*)

Brainstorm list of linkages between and among different sectors-<u>**Aimee Lempke,**</u> **Max Thacker, Jayne Scofield, Michael Derr.** (*This group will define all the possible interrelationships between different sectors and their use of the video network; from co-location of facilities to content sharing to cooperative training development.*)

Develop needs matrix (Aimee Lempke helps define)-Each Sector
(*Each sector—Education, telehealth, state agencies, informal education, National Guard, etc… will contribute to a matrix of needs/requirements such as bandwidth, quality of service, security, etc…*)

Determine Continuum of Interconnectivity, Governance, Funding responsibility, Contracting, Costs-<u>**Tom Rolfes,**</u> **Shirley Schall, Nigel Buss.** (*This group will develop a continuum graphic and narrative that portrays the different options for the eventual Statewide Synchronous Video Network; from the status quo environment to a $multi-million new network.*)

Examine potential, future contract scenarios, migration plan (restrictions, impediments, barriers)-Michael Beach, <u>**John Horvath,**</u> **Charles Doyle, Wayne Fisher, Bruce Thiel** (*This group will explore and define the various options for contracting services; by institution, consortium, region, statewide and suggest a video standard migration plan to improve video interconnectivity.*)

Identify outside partners for support (UP, NE Car Dealers Assoc., Cisco, Certification/Accreditation, Other State resource people)-<u>**Sarah Cunningham,**</u> **John Stritt, Mike Danahy.** (*This group will brainstorm a list of resource people who could present to the SSVWG on various topics.*)

Pro's and Con's of IP communication protocols; planning for transcoding, designing draft network-<u>**Ron Cone,**</u> **Shawn Safford, Michael Beach, Max Thacker.** (*This group will begin to explore the technical challenges related to a statewide synchronous video network; from gateway solutions to network topology.*)

<u>**Next Steps**</u>
June 15, 2003: Revise all task group documents and post to NITC SSVWG Web site
June 15-July 30: SSVWG members communicate with and gather feedback from sub-sector peers; complete survey of
        distance learning networks.
July 30, 2003: All day meeting in Lincoln
August 15, 2003: Circulate first draft of preliminary recommendations
September 10, 2003: Present draft of recommendations to NITC Technical Panel
Late September: All day meeting, Location TBA